

Being Present and Engaged

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BE HERE NOW



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AGENDA

1. ARRIVAL

2. WHAT IS
MINDFULNESS?

3. MEDITATION

4. INTENTIONAL
COMMUNICATION

4. ENGAGEMENT

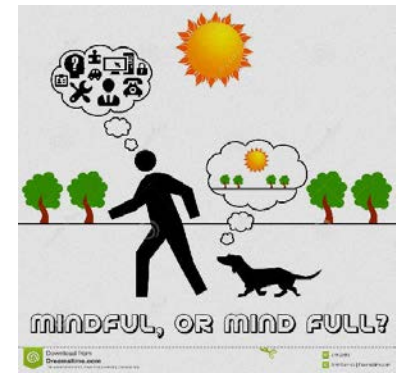
5. EMOTIONAL
INTELLIGENCE

6. GRATITUDE

7. THANK YOU

Mindfulness as a Foundation

- Buddhist roots
- More recently American mainstream
- ✓ Jon Kabat-Zinn & Mindfulness-Based Stress Reduction (MBSR) program, launched 1979 at University of Mass Medical School



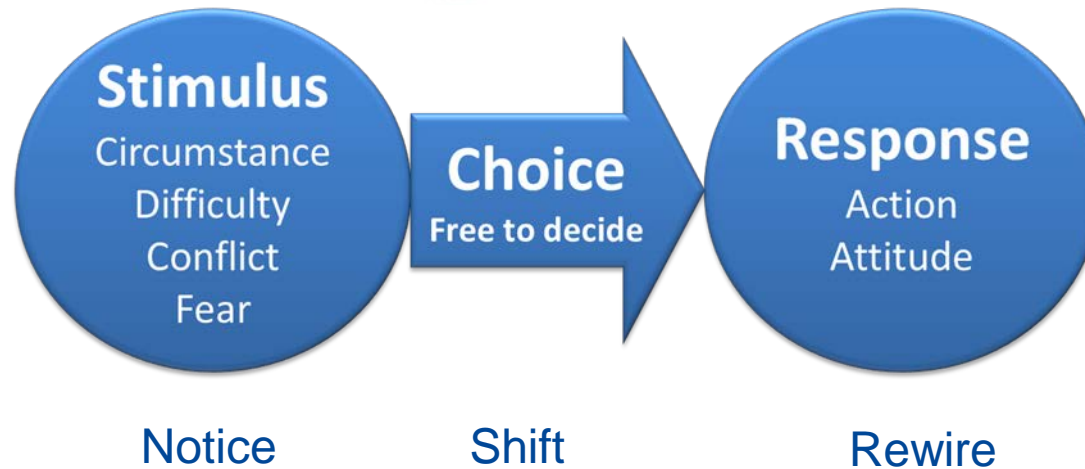
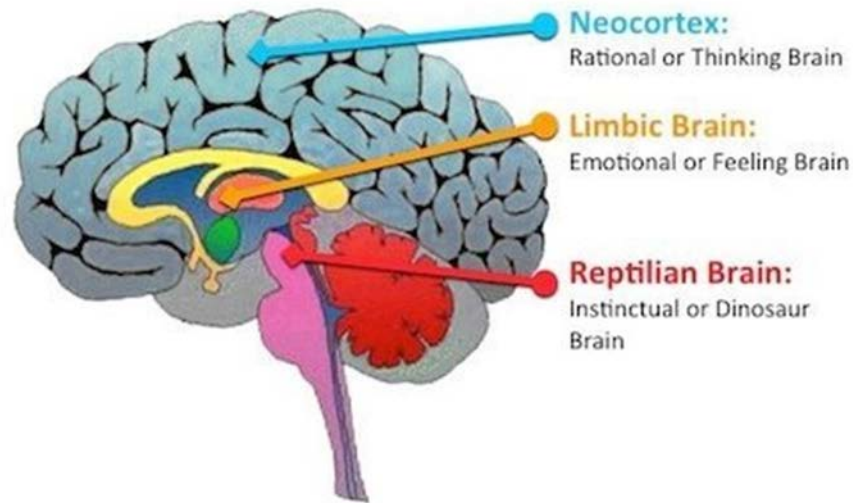
mind·ful·ness

/ˈmɪn(d)f(ə)lnəs/

Moment-by moment awareness of thoughts, feelings, sensations and environment gently and free of judgement.
Being Present!



BRAIN FUNCTION



LET'S TALK ABOUT MEDITATION





Relaxation

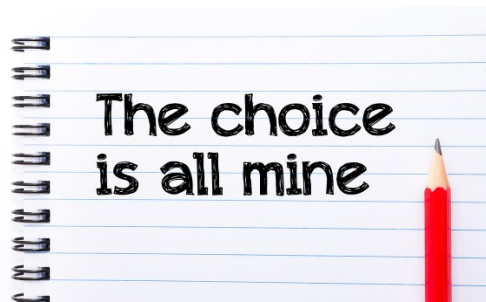
Train your body “offline” to relax automatically

- Try these quick and easy methods any time!
 - ✓ Relax your tongue, eyes and jaw muscles
 - ✓ Feel tension draining from your body and sinking into the earth
 - ✓ Run warm water over your hands
 - ✓ Scan your body for areas of tension, relax them

The Practical Neuroscience of Buddha’s Brain-Happiness, Love & Wisdom, by Rick Hanson, PH.D.

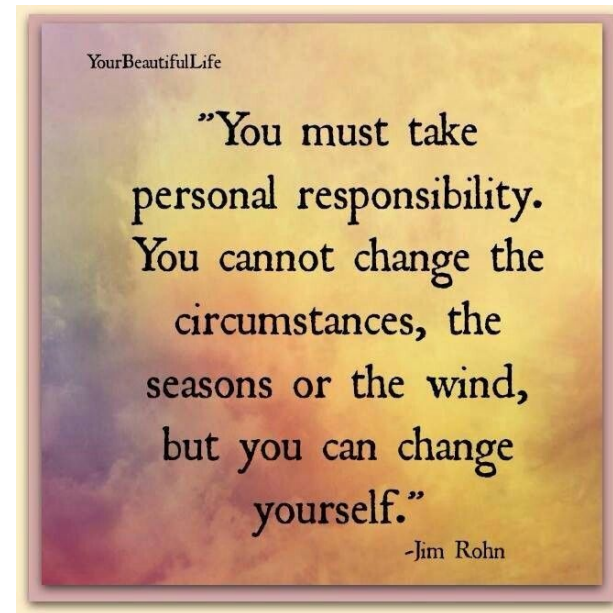
Intentional Communications

- Freedom to choose response (Notice-Shift-Rewire)
- Key words/phrases to connect experience
 - ✓ Channel your inner 2 year old! (Why? Why? Why?)
 - ✓ Example: “To be respectful of your time”
 - ✓ Start with Heart
- Use open ended questions/statements (“Tell me more”)



Intentional Communications

- Power of managing up/managing down
- Building relationship through mindful moments and ice-breakers
- The story we tell ourselves
- Personal accountability



Phone Activity



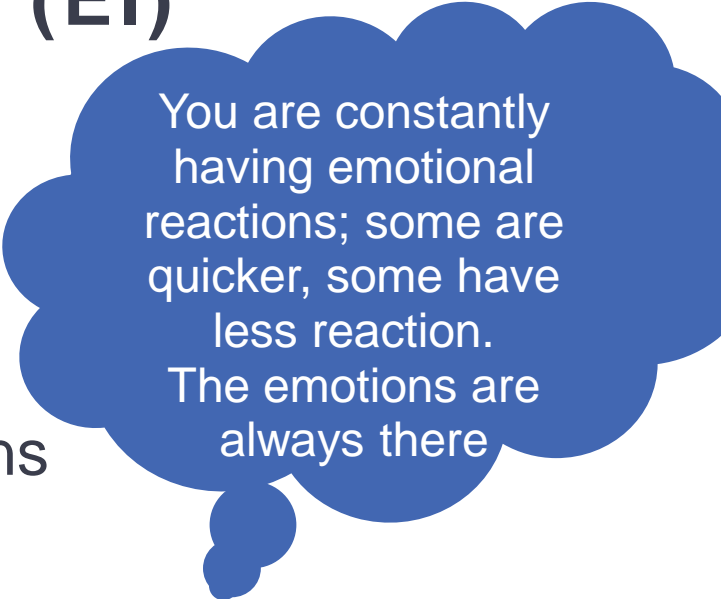
ENGAGEMENT

- What does it mean to be engaged?
 - ✓ Full attention, in the zone
- Best practices around engagement
 - ✓ Non-verbal connectivity (eye contact, etc.)
 - ✓ Affirmations
 - ✓ Active listening
 - ✓ Focus



EMOTIONAL INTELLIGENCE (EI)

- Defined by Daniel Goleman:
 - The ability to recognize your emotions
 - Understand what they're telling you
 - Realize how your emotions affect people around you

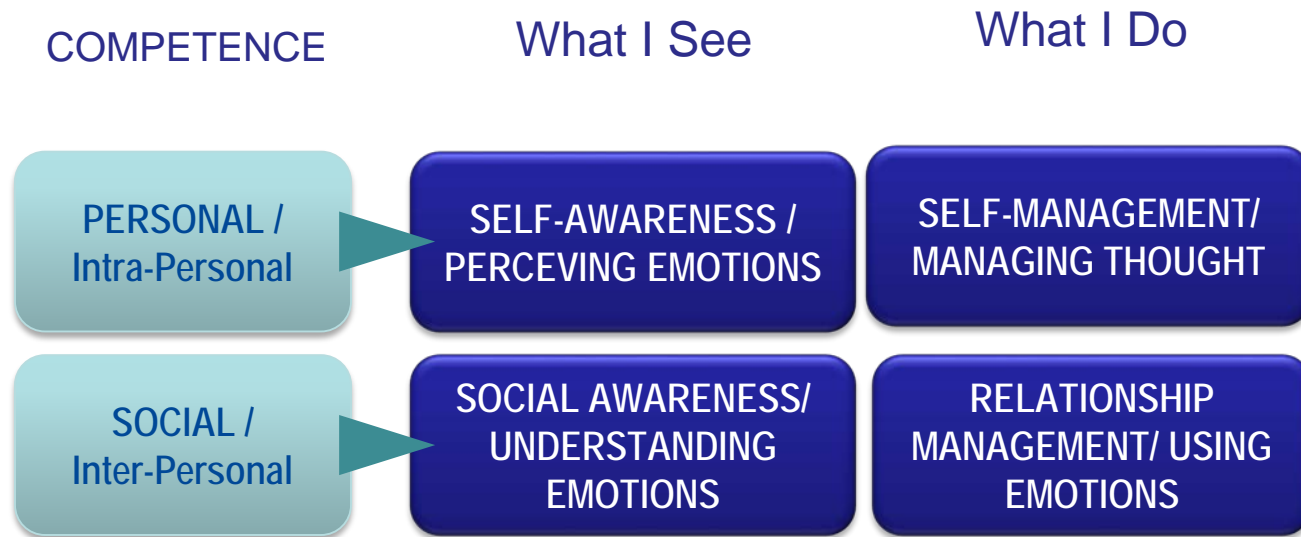


You are constantly having emotional reactions; some are quicker, some have less reaction. The emotions are always there

Also involves your perception of others: when you understand how they feel, this allows you to manage relationships more effectively.

It's not about managing the emotion; it's mastering the flow

Emotional Intelligence Model



Did you know...approximately 90% of the time we are inaccurate of our assessment of what people are thinking/feeling?

HOW TO IMPROVE EI

- **Observe how you react to people**
 - Do you judge before knowing all the facts? **ASK!**
 - Do you stereotype? Get curious, learn.
 - Put yourself in their place and try to be open and accepting of their perspective and needs
- **Practice Humility**
 - Give others a chance to shine, don't worry too much about getting praise for yourself
- Take a look at yourself – do a self-evaluation
- Examine how you react to stressful situations – work on keeping your emotions under control when things go wrong (Think N-S-R)
- Take responsibility for your actions – apologize
- Examine how your actions will affect others



Enhance your relationships,
turbo-charge your career by
boosting **EMOTIONAL INTELLIGENCE.**

STRATEGIES TO GROW EI

- **Self-Awareness**
 - Keep a journal
 - Slow down – choose your reaction intentionally
- **Self-Regulation**
 - Practice being calm in a challenging situation
- **Motivation**
 - Examine your purpose
 - Look for the good in situations
- **Empathy**
 - Pay attention to body language
- **Social Skills**
 - Improve your communication skills
 - Give recognition and praise

Ask yourself, “What just happened?” next time you have a physiological response.
PAUSE.

GRATITUDE

**When you look at life
through the eyes of
gratitude, the world
becomes a magical
and amazing place.**

-JENNIFER GAYLE



LIVING A LIFE WITH GRATITUDE

Start by observing. Notice the *thank you's* you say. Is it a hasty aside, an afterthought? How are you feeling when you express thanks in small transactions? Stressed, uptight, a little absent-minded? Do a quick scan of your body—are you already physically moving on to your next interaction?

Pick one interaction a day. When your instinct to say “thanks” arises, stop for a moment and take note. Can you name what you feel grateful for, even beyond the gesture that’s been extended? *Then* say thank you.

<https://www.mindful.org/a-simple-mindful-gratitude-exercise/>

INTERNALIZING THE POSITIVE

Step 1- *Turn positive facts into positive experiences*

- Take note of the positive things that happen around you
- Actively look for good news
- Bring a mindful awareness to them

Step 2- *Savor the experience*

- Stay with it for 5, 10, 15 seconds
- Hold it in your awareness to trace it in your memory
- Pay attention to how good it feels

Step 3- *Imagine that the experience is entering deeply into your mind and body*

- Relax your body and absorb the entire experience

The Practical Neuroscience of Buddha's Brain-Happiness, Love & Wisdom, by Rick Hanson, PH.D.

Resources



- Happify – <https://www.happify.com/>
- Mindful – <https://www.mindful.org/>
- Center for Greater Good – <https://greatergood.berkeley.edu/>
- Alexa-mindfulness skills
- Free apps: Headspace, Calm, Insight
- Mind Tools - https://www.mindtools.com/pages/article/newLDR_45.htm

THANK YOU